



DEPARTMENT OF THE NAVY  
COMMANDER  
HELICOPTER TACTICAL WING  
U.S. PACIFIC FLEET  
NAS NORTH ISLAND P.O. BOX 357096  
SAN DIEGO, CALIFORNIA 92135-7096

COMHELTACWINGPACINST 4790.11B  
N4

21 AUG 2001

COMHELTACWINGPAC INSTRUCTION 4790.11B

Subj: AIRCRAFT SAFE FOR FLIGHT AND MAINTENANCE CONTROL  
CERTIFICATION/QUALIFICATION

Ref: (a) OPNAVINST 4790.2(series) (NAMP)  
(b) OPNAVINST 5442.4M (MESM)  
(c) H-46D NATOPS, A1-H46AD-NFM-000  
(d) H-3 NATOPS, 01-230HLH-1  
(e) H-1 NATOPS, 01-110HCE-1B  
(f) MH-60 NATOPS, A1-H60SA-NFM-000

Encl: (1) MH-60S/H-46D/H-3 Training Syllabus  
(2) H-1 Training Syllabus  
(3) Letter of Designation

1. Purpose. To standardize requirements for designating individuals authorized to certify aircraft "Safe for Flight" and train personnel for Maintenance Control. All local unit supplemental instructions and Maintenance Instructions related to this program are canceled by this instruction.

2. Cancellation. COMHELTACWINGPACINST 4790.11A.

3. Background. Two of the most critical processes in naval aviation are the release of an aircraft "Safe for Flight" and the acceptance of the aircraft by the pilot. Both of these functions carry a great deal of importance and go hand-in-hand to ensure the safety of the aircrew and the aircraft. Reference (a) contains policies and procedures for designating personnel authorized to certify aircraft "Safe for Flight." References (b) through (f) provide clarification in determining the "up" or "down" status of aircraft. Individuals selected for this responsibility must be thoroughly trained prior to being designated to certify aircraft "Safe for Flight." It is emphasized that this instruction outlines the minimum requirements for all COMHELTACWINGPAC (CHTWP) commands in training personnel being qualified to release aircraft "Safe for Flight." Enclosures (1) through (3) have been developed to

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provide standardization in the training of personnel to release squadron aircraft "Safe for Flight."

4. Action

a. The squadron Maintenance Officer (MO) will:

(1) Determine whether or not an individual possesses the proficiency to certify aircraft "Safe for Flight" and make recommendations to the Commanding Officer.

**NOTE: AT NO TIME WILL PERSONNEL ASSIGNED THE DUTIES OF QUALITY ASSURANCE REPRESENTATIVE (QAR) RELEASE AN AIRCRAFT "SAFE FOR FLIGHT" AND SIGN "INSPECTED BY" FOR THE SAME FLIGHT EVOLUTION.**

(2) Use enclosures (1) and (2) to establish a comprehensive training program which will qualify personnel assigned to duties involving certifying aircraft "Safe for Flight."

(3) (HC-3 only) Ensure Q/A coordinates the annual review of enclosure (1) with HC-11 and solicit inputs from HC-5.

(4) (OMD Lemoore only) Ensure Q/A coordinates the annual review of enclosure (2) with OMD Fallon Q/A. All recommendations will be forwarded to CHTWP Maintenance Training for review and update/implementation.

(5) (PMRF only) Ensure Q/A coordinates the annual review of enclosure (1) with NAS Whidbey OMD QA. All recommendations will be forwarded to CHTWP Maintenance Training for review and update/implementation.

b. The squadron Maintenance/Material Control Officer (MMCO)/Maintenance Master Chief Petty Officer (MMCPO) will:

(1) Assist the MO and AMO in selecting/training personnel who will certify aircraft "Safe for Flight."

(2) Submit enclosure (3) to the Commanding Officer via the chain-of-command when personally satisfied that an individual has met all requirements.

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c. Personnel certifying aircraft "Safe for Flight" will:

(1) Ensure completed copies of enclosures (1) or (2) (depending on command) and enclosure (3) are filed in the individual's training jacket.

(2) Periodically review reference (a) and this instruction to stay informed of new and/or changing requirements.

(3) Ensure pilots are made aware of all limitations and discrepancies associated with the aircraft during pilot briefings.

(4) Use references (b) through (f) in determining the "up" or "down" status of an aircraft during pilot debriefings. Additionally, operating environment, mission requirements, aircraft configuration, and squadron Standard Operating Procedures (SOP) are factors impacting the determination of an aircraft's "Safe for Flight" status.

5. Previous Certification. Personnel who have already completed enclosures (1) or (2) and (3), and remain active in "Safe for Flight" certification, are not required to requalify upon reporting to a new CHTWP command. It is up to the discretion of the new command to determine how much, if any, of the qualification must be redone. At a minimum, a new certification, enclosure (3), will be routed with the supporting documentation of the previous command. Additionally, the following conditions require personnel to requalify:

a. Returning from a tour of duty outside of the particular T/M/S aircraft community.

b. Having not worked in a "Safe for Flight" capacity for more than 12 months.

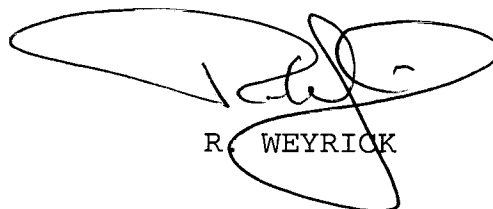
c. Not obtaining a previous qualification using enclosures (1) or (2) and (3).

6. Qualifiers. Personnel who have completed enclosures (1) or (2) and (3) and are currently in a position to sign "Safe for Flight" may sign a trainee's enclosure (1) or (2). It is strongly recommended that these personnel be listed in the

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command's Monthly Maintenance Plan (MMP). If no personnel are qualified, then the MMCO and MMCPO are the only authorized qualifiers.



R. WEYRICK

Distribution:

COMHELTACWINGPAC 5216.1D

Lists I, II

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MAINTENANCE CONTROL SUPERVISOR TRAINING SYLLABUS

THIS FORMAL MAINTENANCE CONTROL PROFESSIONAL TRAINING AND OJT BOOKLET HAS BEEN WRITTEN FOR USE BY THE NAVY IN ORDER TO STANDARDIZE THE MAINTENANCE CONTROL PROGRAM AND TRAINING. THE MAINTENANCE CONTROL SYLLABUS WAS WRITTEN BY THE FOLLOWING INDIVIDUALS:

<u>NAME</u>	<u>COMMAND</u>
AMCS(AW) PHILLIP DEFOOR	COMHELTACWINGPAC
ATCS(AW) SEAN MCCOLGAN	HC-11
AZC(AW) TOM MARTH	HC-11
ADC(AW) DAN RODRIGUEZ	HC-3

ANNUALLY REVIEWED BY:

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Encl (1)

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**MAINTENANCE CONTROL SUPERVISOR TRAINING SYLLABUS**

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**NOTES**

Standardized OJT syllabus shall be maintained as follows:

1. Work center OJT syllabi will be maintained by the Work Center Supervisor in a centralized location accessible to the trainee at all times. The trainee will be responsible for maintaining the syllabus and ensuring "sign-offs" are obtained in a timely manner.

2. OJT task areas may be "signed off" by any individual already qualified for that task.

**Note:** An individual is considered qualified for a particular task when that individual's OJT task area has been "signed off".

3. Individuals signing off task areas are responsible for ensuring the individual has completed the task IAW applicable instructions.

4. Work Center Supervisors shall ensure qualifiers are not "giving away" their signatures.

ASSIGNMENT AS A MAINTENANCE CONTROL SUPERVISOR CARRIES A HIGH DEGREE OF RESPONSIBILITY.

AS A MAINTENANCE CONTROL SUPERVISOR, THE INDIVIDUAL WILL BE RESPONSIBLE FOR THE SUPERVISION OF INSPECTIONS, REPAIR, AND REPLACEMENT OF EQUIPMENT AND RELATED COMPONENTS.

THE INDIVIDUAL MUST POSSESS THE TECHNICAL COMPETENCE AND SENSE OF RESPONSIBILITY TO ENSURE THAT THE AIRCRAFT IS PROPERLY INSPECTED AND MAINTAINED BEFORE AND AFTER FLIGHTS.

MAINTENANCE CONTROL SUPERVISOR SHOULD POSSESS THE APTITUDE, PERSONAL INTEGRITY, AND MOTIVATION TO ACCEPT THIS RESPONSIBILITY.

Encl (1)

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**PREREQUISITE TRAINING**  
**RECOMMENDED**

COURSE TITLE	COURSE NUMBER	DURATION	ELIGIBLE
NALCOMIS ORGANIZATION INTRO AND TERMINAL OPERATIONS (FASO)	E-555-0020	5 DAYS	E6-E9
WEIGHT AND BALANCE COURSE (FASO)	D-516-0001	3 DAYS	E6-E9
DETACHMENT MAINTENANCE OFFICER (FASO)	E-555-0025	12 DAY	E7-E9
MATERIAL CONTROL COURSE (FASO)	D-555-0001	5 DAYS	E6-E9
NAMP QA MANAGEMENT COURSE (FASO)	E-555-0006	5 DAYS	E6-E9
MAINTENANCE CONTROL COURSE (FASO) *	E-555-0004	12 DAYS	E6 - E9
LOGS AND RECORDS COURSE (FASO)	E-555-0005	12 DAYS	E6-E9

- NOTE: NAVAL AVIATION MAINTENANCE COURSES ARE **NOT** REQUIRED BUT HIGHLY RECOMMENDED.

Encl (1)



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**REQUIRED READING**

1. THE MAINTENANCE CONTROL SUPERVISOR TRAINEE SHALL COMPLETE AND INITIAL THE FOLLOWING REQUIRED READING.

**NAMP 4790.2 Series Volume I**

Chapter 12: PARA 12.1.13	INT. _____	DATE _____
Chapter 12: PARA 12.1.6 a thru g	INT. _____	DATE _____
Chapter 12: PARA 12.1.7 a and b	INT. _____	DATE _____
Chapter 12: PARA 12.1.8 a and b	INT. _____	DATE _____
Chapter 12: PARA 12.1.5 a thru g	INT. _____	DATE _____
Chapter 12: PARA 12.1.11 a and b	INT. _____	DATE _____
Chapter 12: PARA 12.1.16 a thru f	INT. _____	DATE _____

**NAMP 4790.2 Series Volume III**

Chapter 5: PARA 5.1 thru 5.1.1.4	INT. _____	DATE _____
Chapter 5: PARA 5.1.6	INT. _____	DATE _____
Chapter 5: PARA 5.1.7	INT. _____	DATE _____
Chapter 5: PARA 5.2 thru 5.2.7	INT. _____	DATE _____

**MAINTENANCE SOPs**

a. EMERGENCY RECLAMATION	INT. _____	DATE _____
b. AVGFE	INT. _____	DATE _____
c. METROLOGY AND CALIBRATION	INT. _____	DATE _____
d. VIBRATION ANALYSIS	INT. _____	DATE _____
e. CANNIBALIZATION PROCEDURES	INT. _____	DATE _____
f. FCF PROCEDURES	INT. _____	DATE _____
g. COMPASS CALIBRATION	INT. _____	DATE _____
h. NOAP	INT. _____	DATE _____
i. OIL CONSUMPTION	INT. _____	DATE _____

**PUBLICATIONS/DIRECTIVES H-46**

a. A1-H46AE-MRC-000	INT. _____	DATE _____
b. A1-H46AE-MRC-100	INT. _____	DATE _____
c. A1-H46AE-MRC-300	INT. _____	DATE _____
d. A1-H46AE-MRC-350	INT. _____	DATE _____
e. OPNAVINST5442.4M	INT. _____	DATE _____
f. CNAP 8023.3(series)Explosive Handling Qual/Cert	INT. _____	DATE _____

**PUBLICATION/DIRECTIVES H-3**

a. 01-230HLH-6	INT. _____	DATE _____
b. 01-230HLH-6-2	INT. _____	DATE _____

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- c. 01-230HLH-6-3
- d. 01-230HLH-6-4
- e. OPNAVINST5442.4M
- f. CNAP 8023.3(Series) Explosive  
Handling Qual/Cert.

INT.	_____	DATE_____
INT.	_____	DATE_____
INT.	_____	DATE_____
INT.	_____	DATE_____

**PUBLICATIONS/DIRECTIVES MH-60S**

- a. A1-H60SA-MRC-000
- b. A1-H60SA-MRC-100
- c. A1-H60SA-MRC-300
- d. A1-H60SA-MRC-350
- e. OPNAVINST5442.4M

INT.	_____	DATE_____
INT.	_____	DATE_____
INT.	_____	DATE_____
INT.	_____	DATE_____
INT.	_____	DATE_____

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**MAINTENANCE CONTROL SUPERVISOR**  
**OJT SYLLABUS**

Name \_\_\_\_\_ Rate \_\_\_\_\_ SSN \_\_\_\_\_

OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
<b>EXPLAIN/DEMONSTRATE THE FOLLOWING:</b>				
01	<b>MAINTENANCE CONTROL:</b> M/C Passdown Log			
	FMC/PMC/NMC Status			
	MESM			
	Relationship Between Accumulated FLT Hours and Scheduled Maintenance			
	Job Priorities			
	Available Shop Personnel			
	Parts Availability			
	SE Availability/Status			
	AC/Aircrew/FLT Schedule Requirements			
	Aircraft Configuration NVD, Doppler SAR, Water Landing			
	Ordnance Installed On Aircraft			
	Usage Of MMP			
	Tool Control Responsibility			
	FOD/Missing Tools in Aircraft			
	Emergency Procedures: Storm Conditions			
	Aircraft safe for hangar and maintenance			
	MH-60 hit check requirements			
	MH-60 Torque check requirements			

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OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
01	Fire			
	Search and Rescue			
02	<b>NALCOMIS/MAF DOCUMENTATION:</b> Assignment/Change Of EOC			
	Downgrading Of Discrepancies			
	Work Request			
	Facilitate Other Maintenance (Checklist)			
03	<b>NALCOMIS QUERIES/REPORTS:</b> Active MAF Query			
	Historical MAF Query			
	A/C FLT Time Query			
	Engine Hours Query			
	A/C Status Query			
	A/C Special Inspection Query			
	Engine Special Inspection Query			
	A/C Daily Status Report			
	W/C Workload Report			
	A/C Workload Report			
	Scheduled Insp. Report			
	Component Removal Due Report			
	Material Control Register Report (Supply Report)			
	A/C FLT Summary Report			
	Individual A/C Summary Report			

Encl (1)

OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
03	Installed Explosive Device Report			
04	<b>A/C DISCREPANCY BOOK:</b> M/C Responsibilities of ADB			
	A/C Inspection And Acceptance Record			
	Oil Consumption/Leakage Record			
	Fuel Sample Log			
	In-flight Evaluation Form "F"			
05	<b>FUNCTIONAL MAINTENANCE CHECK FLIGHT:</b> Purpose			
	Flight Crew, M/C, QA, W/C Brief And Debrief			
	Retention Of FCF Booklet			
06	<b>FLIGHT CONTROL MALFUNCTION:</b> M/C Responsibilities			
	QAR Responsibilities			
	MO Responsibilities			
	CO, XO, OIC Responsibilities			
07	<b>AIRCRAFT INSPECTIONS:</b> Acceptance/Transfer			
	Daily/Turnaround			
	Special			
	Conditional			
	Preservation/Depreservation			
	Phase			
	Inspection Deviation			
08	<b>SE PREVENTIVE MAINTENANCE:</b> "O" Level Inspection			

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OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
09	<b>ALSS INSP/MAINT:</b> Inspection Cycle			
	Types Of "O" Level Maintenance			
	Types Of "I" Level Maintenance			
10	<b>SUPPLY:</b> Project Priority Assignment/FAD			
	FMCS/PMCS/NMCS High Time Components			
10	Consolidated-Remain-In-Place (CRIPL)			
	Aircraft Inventory Record			
11	<b>CANNIBALIZATION:</b> Authorization			
	Cannibalization Log			
	MAF Documentation			
	Document Number Swap			
12	<b>TRANSIENT AIRCRAFT:</b> Maint Action Documentation			
	Ordering Parts/Priority			
13	<b>A/C LOGS &amp; RECORDS:</b> Xray Reports			
	ETR			
	Record "A" Card			
	Record "E" Card			
	E-00 (Equipment Master Roster)			
	A/C Logbook & Engine AESR Contents			
	OPNAV Form 4790/51 (SE)			
	Aircraft Flight Record/Rough Log			

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<b><u>PERFORM THE FOLLOWING TASKS:</u></b>				
OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
01	<b>ASSIGN WORKLOAD THROUGH MAINTENANCE MEETINGS:</b> Job Priorities			
	Availability Of Personnel			
	Status Of Aircraft			
	SE Availability/Status			
	Assign Aircraft On Flight Schedule			
02	<b>DAILY MAINT CONT FUNCTIONS:</b> Assign Proj/Pri Codes			
	Assign Incoming Discrepancies To Applicable Work Centers			
	Verify Parts Availability			
	Review Aircraft Records For Hightime Components/Scheduled Maint			

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**FINAL QUALIFICATION CHECKLIST**

NAME \_\_\_\_\_ RATE \_\_\_\_\_ SSN \_\_\_\_\_

PERSONNEL SHALL COMPLETE MAINTENANCE CONTROL SUPERVISOR REQUIRED READING.

1. CONDUCT MAINTENANCE MEETING: (MINIMUM OF 3 UNDER SUPERVISION)

\_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_ DATE \_\_\_\_\_

2. SCREEN AND RELEASE ADB: (
- SIMULATED**
- ) (MINIMUM OF 3 UNDER SUPERVISION)

\_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_ DATE \_\_\_\_\_

3. VERIFY AMRR: (MINIMUM OF 2 UNDER SUPERVISION)

\_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_ DATE \_\_\_\_\_

4. MAINTENANCE OFFICER'S QUALIFICATION INTERVIEW:

a. PERSONAL INTEGRITY  
\_\_\_\_\_b. MATURITY  
\_\_\_\_\_c. JUDGMENT  
\_\_\_\_\_d. ATTITUDE  
\_\_\_\_\_**COMMENTS:**

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**MAINTENANCE  
CONTROL SUPERVISOR  
TRAINING SYLLABUS**

**H-1  
AIRCRAFT**

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THIS FORMAL MAINTENANCE CONTROL PROFESSIONAL TRAINING AND OJT  
BOOKLET HAS BEEN WRITTEN FOR USE BY THE NAVY IN ORDER TO  
STANDARDIZE THE MAINTENANCE CONTROL PROGRAM AND TRAINING.  
THE MAINTENANCE CONTROL SYLLABUS WAS WRITTEN BY THE FOLLOWING  
INDIVIDUALS:

AEC (AW) VINCE ESPITIA	OMD SAR
AT1 (AW/NAC) ROY EDWARDS	OMD SAR

## ANNUALLY REVIEWED BY:

AEC (AW) VINCE ESPITIA	1 JUN 99
AMH1 (AW/NAC) JOHN HUFFMAN	1 JUN 99
AT1 (AW/NAC) ROY EDWARDS	1 JUN 99
ATCS (AW/NAC) WILLIAMS	15 JUL 99
ENS ABADESCO	15 JUL 99

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MAINTENANCE CONTROL SUPERVISOR TRAINING SYLLABUS

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**INTRODUCTION**

1. This OJT Syllabus will be used to record satisfactory completion as Maintenance Control Supervisor. Only qualified personnel may signify completion by oral examination or observation of performance. Should individuals give away their signatures, unnecessary difficulties can be expected in future routine operations.
2. This OJT Syllabus will be maintained by the Supervisor in a centralized location accessible to the trainee at all times.
3. Once completed this entire OJT Syllabus will be logged in the individuals training jacket as proof of completion.
4. This OJT Syllabus will be routed to the Commanding Officer for designation and then to Personnel for Service Record entry.

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**PREREQUISITE TRAINING**  
**RECOMMENDED**

<b>COURSE TITLE</b>	<b>COURSE NUMBER</b>	<b>DURATION</b>	<b>ELIGIBLE</b>
NALCOMIS ORGANIZATION INTRO AND TERMINAL OPERATIONS (FASO)	E-555-0020	5 DAYS	E6-E9
WEIGHT AND BALANCE COURSE (FASO)	D-516-0001	3 DAYS	E6-E9
DETACHMENT MAINTENANCE OFFICER (FASO)	E-555-0025	12 DAY	E7-E9
MATERIAL CONTROL COURSE (FASO)	D-555-0001	5 DAYS	E6-E9
NAMP QA MANAGEMENT COURSE (FASO)	E-555-0006	5 DAYS	E6-E9
MAINTENANCE CONTROL COURSE (FASO) *	E-555-0004	12 DAYS	E6 - E9
LOGS AND RECORDS COURSE (FASO)	E-555-0005	12 DAYS	E6-E9

\* NOTE: NAVAL AVIATION MAINTENANCE COURSES ARE NOT REQUIRED BUT  
HIGHLY RECOMMENDED.

Encl (2)

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**REQUIRED READING**

1. THE MAINTENANCE CONTROL SUPERVISOR TRAINEE SHALL COMPLETE AND INITIAL THE FOLLOWING REQUIRED READING:

**NAMP 4790.2 Series Volume I**

Chapter 12: PARA 12.1.13	INT. _____	DATE _____
Chapter 12: PARA 12.1.6 a thru g	INT. _____	DATE _____
Chapter 12: PARA 12.1.7 a and b	INT. _____	DATE _____
Chapter 12: PARA 12.1.8 a and B	INT. _____	DATE _____
Chapter 12: PARA 12.1.5 a thru g	INT. _____	DATE _____
Chapter 12: PARA 12.1.11 a and b	INT. _____	DATE _____
Chapter 12: PARA 12.1.16 a thru f	INT. _____	DATE _____

**NAMP 4790.2 Series Volume III**

Chapter 5: PARA 5.1 thru 5.1.1.4	INT. _____	DATE _____
Chapter 5: PARA 5.1.6	INT. _____	DATE _____
Chapter 5: PARA 5.1.7	INT. _____	DATE _____
Chapter 5: PARA 5.2 thru 5.2.7	INT. _____	DATE _____

**NAMP 4790.2 SERIES Volume V**

a. CHAPTER 3	INT. _____	DATE _____
b. CHAPTER 6	INT. _____	DATE _____
c. CHAPTER 9	INT. _____	DATE _____
d. CHAPTER 11	INT. _____	DATE _____
e. CHAPTER 12	INT. _____	DATE _____
f. CHAPTER 13	INT. _____	DATE _____
g. CHAPTER 14	INT. _____	DATE _____
h. CHAPTER 15	INT. _____	DATE _____
i. CHAPTER 20	INT. _____	DATE _____
j. CHAPTER 21	INT. _____	DATE _____
k. CHAPTER 22	INT. _____	DATE _____

Encl (2)

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**PUBLICATIONS/DIRECTIVES**

a.	01-110HCE-6	INT.	_____	DATE	_____
b.	01-110HCE-6-1	INT.	_____	DATE	_____
c.	01-110HCE-6-2	INT.	_____	DATE	_____
d.	01-110HCE-6-3	INT.	_____	DATE	_____
e.	01-110HCE-6-4	INT.	_____	DATE	_____
f.	01-110HCE-2-4 para 4	INT.	_____	DATE	_____
g.	01-110HCE-2-6 Para 4-13	INT.	_____	DATE	_____
h.	01-110HCE-2-1	INT.	_____	DATE	_____
i.	01-110HCE-1	INT.	_____	DATE	_____
j.	01-500.13	INT.	_____	DATE	_____
k.	OPNAVINST 5442.4M	INT.	_____	DATE	_____
l.	NA 13130.1	INT.	_____	DATE	_____

Encl (2)

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**MAINTENANCE CONTROL SUPERVISOR****OJT SYLLABUS**

Rate/Name \_\_\_\_\_ SSN \_\_\_\_\_

OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
<b>EXPLAIN/DEMONSTRATE THE FOLLOWING:</b>				
01	<b>MAINTENANCE CONTROL:</b> Passdown Log Review			
	FMC/PMC/NCM Status and MESM Review			
	MMP Review & utilization of working copy			
	Tool Control Responsibility			
	FOD/Missing Tools in Aircraft			
	Hot Seat Procedures			
02	<b>NALCOMIS/MAF DOCUMENTATION:</b>			
	Change of EOC/Downgrading of Discrepancy			
	Turn-In MAF Procedures			
	Work Request Procedures			
	Facilitate Other Maintenance (FOM)			
	Cannibalization Procedures			
03	<b>NALCOMIS QUERIES</b> ACFT Status Check (CGH)			

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OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
03	MAF Approval (CHA)			
	MAF Review and S/O by MC (CHE)			
	Issue Insp Due on Assets (CAH)			
	Issue High Time Components (CAI)			
	ACFT Remarks Update (CK)			
	ACFT Status Review (CGL)			
04	<b>NALCOMIS REPORTS</b> Scheduled Inspections (FBI)			
	ACFT Outstanding Requisitions (FBG)			
	Material Control Register (Supply Report) (FBF)			
	Component Removal (Logs & Records)			
05	<b>ACFT DISCREPANCY BOOK:</b> Maintenance Control Responsibilities			
	"A" Sheet Required Entries			
	Daily and Turnaround Sheet Required Entries			
	Fuel Sample Log			
	Oil Consumption Log			
	Last 10 FLT Review & Purging			

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OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
05	FLT Crew, MC, QAR, Workcenter Brief/Debrief			
	FCF Requirement Annotation on MAF			
	FCF Booklet Retention			
06	<b>FLIGHT CONTROL MALFUNCTION:</b> M/C Requirements			
	QAR Responsibilities			
	MMCO/MO Responsibilities			
	CO/XO/ Responsibilities			
	Verification of OIL/HYD sample requirements			
07	<b>AIRCRAFT INSPECTIONS:</b> Acceptance/ Transfer			
	Conditional			
	Preservation/ Depreserve			
	Phase			
	Inspection Deviation/Rebase			
08	<b>SE PREVENTIVE MAINTENANCE:</b> "O" Level Inspection			
09	<b>ALSS INSPECTIONS:</b> Inspection Cycle			
	Types of OMA & IMA Maintenance			

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OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
09	SEATS Program Management and Verification			
10	<b>SUPPLY:</b> Project Priority Assignment/FAD			
	High Time Components			
	Consolidated-Remain-In-Place (CRIPL)			
	Aircraft Inventory Record			
	Pre-X Bin			
11	<b>PHASE INSPECTIONS:</b> Schedule Phase Meetings/ Debrief Phase Meetings			
	Review Phase Package & ADB with Phase Super.			
12	<b>ACFT LOGS &amp; RECORDS:</b> X Ray Reports			
	ETR			
	Record "A" Card			
	Record "E" Card			
	E-00 (Equipment Master Roster)			
	ACFT Logbook & Engine ASER Contents			
	TDC Entireties			
	ACFT FLT Record Rough Log			
	Compass Calibration Entries			

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OJT#	OJT TITLE	INSTRUCTOR	DATE	SUPERVISOR
12	Aircraft Mishap			
	Hangar Bay Fire			
13	<b>ADHOC REPORT VERIFICATIONS</b>			
	NMC/EOC "Z"/proj PRI "AKO"			
	PMC/EOC "C thru L"/ PROJ PRI "AK7"			
	EOC Codes on Cannibalization MAFS			
	EOC Codes on Abort MAFS WD Codes A or C			
	EOC Codes on scheduled Inspection MAFS			
	General/System Work Unit Codes			
	TD Transaction Code 41			
	ADB Verification			
	Tool Inventory			

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**LETTER OF DESIGNATION**

**First Endorsement**

I have reviewed the required training for completion and personally interviewed \_\_\_\_\_ on \_\_\_\_\_,  
(Rate/Name) (Date) and determined the member to be fully qualified to certify aircraft "Safe for Flight."

\_\_\_\_\_  
**MAINTENANCE MASTER CHIEF PETTY OFFICER**

**Second Endorsement**

\_\_\_\_\_ is qualified to certify aircraft  
(Print Name)  
"Safe for Flight."

\_\_\_\_\_  
**MAINTENANCE/MATERIAL CONTROL OFFICER**

**Third Endorsement**

I hereby recommend \_\_\_\_\_ to be qualified to  
(Print Name)  
certify aircraft "Safe for Flight".

\_\_\_\_\_  
**MAINTENANCE OFFICER**

\*\*\*\*\*

Commanding Officer's Certification

\_\_\_\_\_ is authorized to release aircraft  
(Rate/Name)  
"Safe for Flight" as of \_\_\_\_\_ per OPNAVINST 4790.2  
(Date)  
(series)

\_\_\_\_\_  
**COMMANDING OFFICER**

Encl (3)